A Year of Achievement

OPEN LEARNING INSTITUTE

Annual Report 1986-87

88-02230/

Open Learning Institute

Principal to September 1986
Ronald Jeffels

Acting Principal
Glen M. Farrell

Dean, Open University Component
Ian Mugridge

Dean, Open College Component
Richard Scales

Dean, Administration Component
Sid Segal

A Year of Achievement 1986-87

On the Cover: Graduate Alberta Crowley
OLI student at Squamish pulp mill
Special Needs Advisor David Symington

Message from the Chairman

Members of the Board

Nigel Hannaford, Chairman, *Port Alberni*
J. Fred Weber, Vice Chairman, *Vancouver*
Cindy Brunel, *Fernie*
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Diane Kerr, *Kamloops*
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Jacqueline Riches, *Invermere*

A Year of Achievement 1986-87

The Honourable Stanley Hagen
Minister of Advanced Education
and Job Training
Parliament Buildings
Victoria, B.C.

Dear Mr. Minister:

It is my honour and pleasure to present to you the Annual Report of the Open Learning Institute for the year ended March 31, 1987 — a year of achievement! As the following pages amply show, the Institute's students, academic, administrative and support staff have enjoyed a year marked by many valuable accomplishments in open learning in British Columbia including the graduation of our first degree student.

None have been more important than the successes, large and small, of men and women throughout the province who have applied themselves to new ideas, new learning, and new challenges through OLI study programs. On behalf of the Board of Directors, I salute them and all who have offered them guidance and encouragement to persevere.

I also proudly acknowledge the achievements of those within our Institute who, in addition to their normal duties, have pursued a major reorganization leading to a new Open Learning Agency for British Columbia. To them I offer sincere thanks for patience and dedication despite the often unsettling realities of change.

Finally, Mr. Minister, I applaud the contribution made by each and every member of your Board of Directors in the hectic and demanding year past. Like our students, staff and other members of the Institute, their accomplishments are the substance of this report.

Yours truly,

N E Hannaford

Nigel Hannaford
Chairman

Message from the Principal

In a conventional educational institution scarcely a day passes when faculty and staff do not have face-to-face contact with students. On campus, we meet them on the way to and from class, we share a coffee or applaud them in their extra-curricular activities.

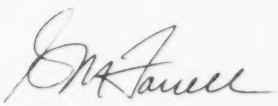
At the Open Learning Institute, opportunities for most staff to enjoy personal interaction with students are more limited. Instead, we support them in other ways, working within the demands of their busy personal lives and schedules.

OLI students respond with uncommon determination to achieve their educational goals. Frequently we feel humbled and inspired by their remarkable accomplishments, often won in the face of personal challenge or adversity.

OLI staff remain committed to offering independent adult students the very finest open learning services possible. They live that commitment every day, developing new programs of study, delivering existing programs and providing all the support services needed to keep the Institute functioning smoothly.

This Annual Report acknowledges the achievements of both students and staff during 1986-87. There have been many. Among them are important steps taken to prepare the Institute for amalgamation with the Knowledge Network to become an Open Learning Agency. This new mix of highly qualified individuals will encourage a cross-pollination of expertise and ideas to ensure the British Columbia distance learning system is second to none.

In September 1986 I was honoured to have the Board of Directors ask me to lead the Institute in these exciting times, upon retirement of Principal Ronald Jeffels. Mr. Jeffels distinguished himself as a scholar and gentleman through years of significant growth at the Institute. I join his many colleagues and friends in wishing him a happy and productive retirement.



Glen M. Farrell
Acting Principal

A Year of Achievement.

First University Graduate.

It was an extraordinary accomplishment for Alberta Crowley of Qualicum Beach, B.C. and also for the Open Learning Institute. On October 9, 1986 Mrs. Crowley was awarded a Bachelor of Arts degree in English and Geography, the first presented by OLI in its seven year history.

Mrs. Crowley, a school teacher and parent, began her OLI studies in 1981 and completed her degree while continuing to meet employment and family responsibilities.

OLI's first university graduate, Alberta Crowley with her proud family: daughter Rose, son James, and husband Dale.

A Medal for Academic Excellence.

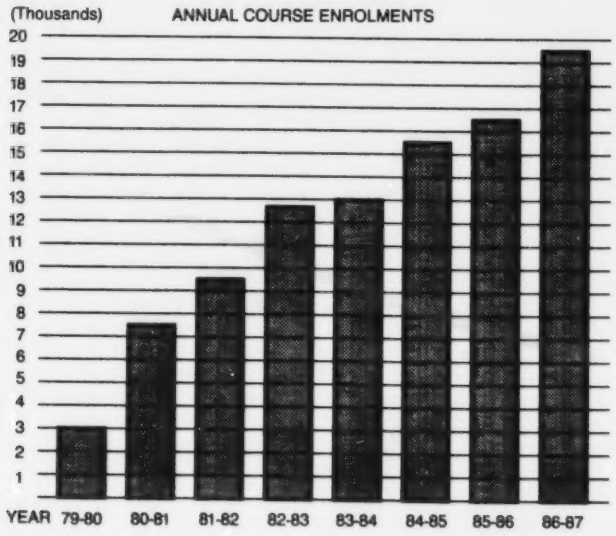
Susan Latulippe, winner of the Lieutenant-Governor's Medal

Another outstanding achievement was recognized when the Lieutenant-Governor's Silver Medal for Academic Excellence was awarded to Mrs. Susan Latulippe of New Westminster. While maintaining an active personal and community life, Mrs. Latulippe completed OLI's 10-course Office Administration Program in three years, with straight A grades.

Achievements in Service.

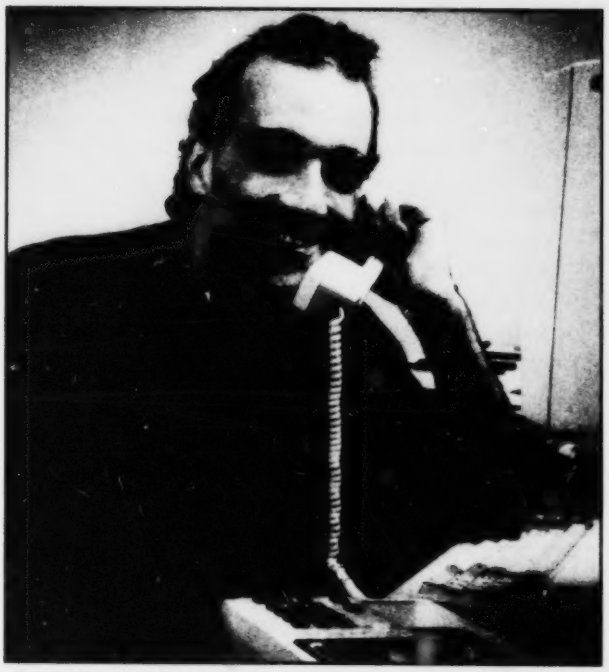
In 1987 more students in more British Columbia communities participated in more OLI courses than ever before. The Institute accepted 19,416 enrolments during the year, a 17.5% increase over 1985-86, and the highest total in OLI history. A special milestone was passed March 20, 1987 when the one hundred thousandth student enrolment was recorded.

In addition to its first university degree, the Institute awarded 100 diplomas to students successfully completing programs in Career, Technical and Vocational studies.



Growth to 19,416 annual enrolments in eight years.

New Service to the Disabled.



David Symington provides friendly, knowledgeable service to those with special needs.

A new service was offered to those for whom the availability of open learning courses is especially important. The Institute established its first program of Special Needs Services to provide caring, individualized attention to those with unique requirements.

A Year of Achievement.

A Joint Venture to Serve Malaysian Students.

Two years of planning culminated in February 1987 with the signing of a joint venture agreement between OLI and a group of distinguished Malaysian educators, for delivery of university courses in Malaysia, Brunei and Singapore. Under the agreement, Disted Services Sdn. Bhd. of Penang will provide student registration, tuition and course delivery while OLI will control academic standards and examinations for the undergraduate degree program.

Feasibility study, legal and other costs of the project were largely underwritten by the Industrial Co-operation Division of the Canadian International Development Agency (CIDA).

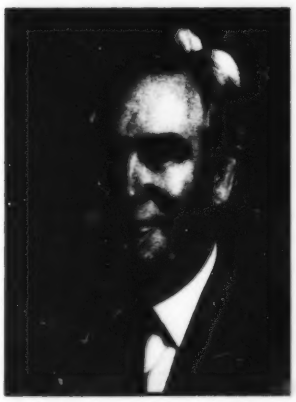
International Development Officer Shannon Timmers, Disted Services representative Dr. Raj Dhanarajan, Acting OLI Principal Dr. Glen Farrell, Open University Dean Dr. Ian Mugridge, OLI Board Chairman Nigel Hannaford and Dr. Francis Morsingh of Disted Services with gift of B.C. art presented at joint venture signing ceremony.

A Reorganization for Better Service.

During the year steps were taken to prepare OLI for amalgamation with the Knowledge Network, to become British Columbia's Open Learning Agency (OLA). Dr. Glen M. Farrell was appointed President-Designate of the new organization. Though legislation to create OLA was pending at year end, substantial progress was made in anticipation of its passage during 1987.

This included subdivision of the Institute into three components: the Open University, the Open College, and the Administration Component. Each recorded significant achievements during the year in pursuit of increased service to students.

Dean Sid Segal, Administration Component (top)
Dean Ian Mugridge, Open University (left)
Dean Richard (Dick) Scales, Open College (right)



Open University Component.

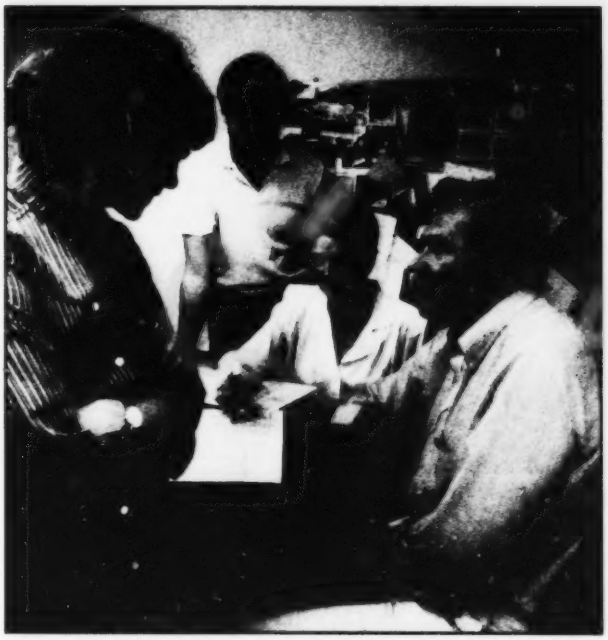
The new Open University Component (Open University) led by Dean Ian Mugridge increased the number of credit courses available to students. Some 170 courses are now offered by the Open University and other members of the Open University Consortium of British Columbia (OUCBC). A total of 7,654 registrations were accepted for OUCBC courses during the year. Of these, 6,806 were for Open University courses, an increase of 26% over the previous year.

A major review of the Bachelor of Arts program was initiated and it is expected students will soon have a complete program of offerings available in both Arts and Administrative Studies.

The Open University also made plans to establish a science degree which would permit students to pursue early studies in science followed by further studies at a conventional university, or to undertake work in science and technology at a more general level.

Collaboration with various other institutions and agencies was a major emphasis for the Open University. This included membership in the International University Consortium (IUC), a number of whose courses are offered by the Open University.

To serve first and second year students better, the Open University took over lower level courses from the University of British Columbia's Guided Independent Study program. Further such rationalization in arts, humanities, science and areas such as health sciences, engineering and education is foreseen. Other new courses will be made available as a result of agreements with Athabasca University (geography) and the University of Wisconsin (American history).



Open University course designers Penny Street, Bruce Thompson, Catherine Kerr and Bob Amussen.

In January 1987 the Open University first offered a foundation course in computer based information systems. Presented in cooperation with the University of Victoria, this course will in future be part of the Open University's Bachelor of Arts in Administrative Studies Degree.

A new degree option in Asian studies may result from an agreement with Murdoch University of Perth, Western Australia. The Open University negotiated permission to offer six courses.

The Open University also began joint development of two new introductory physics courses with North Island College.

A Year of Achievement.

Open College Component

During the year OLI's former Adult Basic Education, Career, Technical and Vocational divisions plus some elements of the Academic Affairs unit became the new Open College Component (Open College) headed by Dean Richard (Dick) Scales. The Open College was subdivided into Instructional Services and Instructional Development divisions which marked the year with a variety of achievements.

The Open College established a new enrolment record of 12,800 for the year. In addition, service was extended to a variety of other student groups through cooperation with school districts, independent schools operated by native organizations and community colleges.

Eleven new courses were made available to Open College students during the year. In addition, the Open College developed 13 new and one revised course on behalf of or in conjunction with external agencies. These courses were made available through the Ministry of Industry and Small Business Development, Ministry of Labour, Ministry of Social Services and Housing, Legal Services Society, Telecollege Consortium and the Western Pulp Limited Partnership.

A clinical session for OLI's Dental Assisting students with Program Coordinator Susan Haglund.

The Open College's Dental Assisting Program achieved full accreditation from the Canadian Dental Association for the maximum allowable period of five years. This accreditation, an addition to that already received from the B.C. College of Dental Surgeons, gives students national recognition for their OLI study program.

Agreement was made with Camosun College to permit students in the college's outlying regions to take the first of two year's study in Criminal Justice and Business via Open College home study courses. The arrangement will save travel cost and inconvenience for those who prefer not to attend campus classes.

An agreement with Malaspina College will permit students working toward an Associate of Commerce Diploma to take up to 12 courses through the Open College, creating new opportunities for students away from the campus. The component also undertook development of modularized automotive apprenticeship training and a teleconferencing course which was a joint enterprise with the Knowledge Network.

Institutional cooperation arranged by Camosun College's Susan Toresdahl and OLI Regional Advisor Joan Richardt brought new service to Business and Criminal Justice students.

Administration Component.

Academic achievements of our students and staff would not be possible without support of a strong Administration Component led by Dean Sid Segal. It includes student services and advising, print production, media production, materials distribution, information systems, human resources and financial services. These groups accomplished much in 1986-87 to help serve our very important "clients".

Print Production satisfied the demands of increased enrolments by boosting output to 16.5 million pages of course materials. Media Production staff used new equipment to increase output of audio cassettes to 51,000, with no increase in staff or budget.

The materials distribution group handled an inventory of some 4,200 items needed to support OLI's expanded course offerings. By adoptng a new materials handling format they achieved a 14% reduction (to 23,000) in course package shipments with no loss of service to students.

Because many OLI students lack easy access to study supplies, the Institute operates a mail order bookstore through the materials distribution group.

Pam Sauer, Theresa Bruce, Diane Dick and Lorraine Preston of OLI's examination department, provide efficient service to thousands of students throughout B.C.

Materials distribution staffers Enna Racine and Doug Mack assemble course packages that provide learning convenience to adults leading busy lives.

Organized on a cost recovery basis, the store increased sales during the year to $621,000, a rise of 21%.

Financial Services successfully processed 13% more transactions during the year than in 1985-86 without any increase in staff. Greater student enrolments and sales of courses to other institutions produced a 14% increase in accounts receivable transactions which were similarly processed without increase in overhead. Judicious investment of temporary cash surpluses yielded interest income for the year of $107,000.

Student Services and Advising effectively managed the 17.1% increase in enrolments gained during the year. A high level of service was maintained in reception and counselling of students in person and by phone. To improve services to students a realignment of the regional advising service was begun with the move of the Prince George Centre into a "One Stop" Centre established through the provincial Job-Trac initiative. Plans were made to move the Victoria regional office to a new one-stop centre there and to establish a presence in the planned Nanaimo and Kamloops Centres when open.

A Year of Achievement

In 1986-87 OLI continued to provide library access to students throughout the province. By arrangement with Simon Fraser University a librarian provided mail-out service in response to telephone and written requests.

Regional Advisor Norma Macovi and her colleagues in OLI Student Services offer guidance to students undertaking open learning programs.

Members of the Administration Component conducted a variety of negotiations during the year which will positively affect future operations. Arrangements were made for the Institute to join the B.C. Government's PROVNET telephone system with significant anticipated savings in telecommunications costs. A new Collective Agreement with the British Columbia Government Employees Union local 59 was concluded.

OLI's Information Systems Department set up a new electronic mail system during the year to speed the flow of communication between staff, tutors and students. A new tutor payroll/human resources management system was developed and implemented and communications links were established with Knowledge Network facilities in anticipation of amalgamation.

Achievements in the International Community

OLI's International Training and Development office recorded many accomplishments during 1986-87, aimed at serving students in other countries. Among them was conclusion of a four year train[illegible] project for faculty at the University of Science Malaysia. In this highly acclaimed project, OLI staff trained biologists and chemists to write distance education courses and helped upgrade the Centre for Off-Campus Studies.

A new project at University of Science Malaysia funded by CIDA will provide technical training for print and media developers, instructional designers, applied computing technicians and systems managers. It will ensure a continuing relationship between OLI and University of Science Malaysia through 1990.

The year also saw completion of the second year of a three-year institutional development project at Indonesia's national open university, Universitas Terbuka. The project provides assistance in student registration systems, test item data banks, research, applied computing, course development and systems management. It also provides a graduate degree program for young Indonesian distance education practitioners.

The International Training and Development Office maintains active liaison with governmental agencies, educational institutions and non-governmental organizations involved in development, research and education. These activities resulted in a research grant in voice synthesizer technology from Digital Equipment of Canada, as well as a project grant from the Association of Canadian Community Colleges to produce a videotape on the OLI-USM joint development projects.

Enrolment Statistics

	1986-87						Annual Total	
	8605	8607	8609	8611	8701	8703	85-86	86-87
No. of Courses Offered								
University	66	64	70	69	69	72	338	410
Career/Technical	79	80	82	83	85	89	416	498
Adult Basic Education	19	20	20	20	20	20	113	119
Total	**164**	**164**	**172**	**172**	**174**	**181**	**867**	**1027**
Distribution of Enrolments by Program Area								
University	35.1	36.1	37.7	31.6	35.4	33.5	32.3	34.7
Career/Technical	43.9	44.5	46.5	45.0	46.0	45.5	45.6	45.3
Adult Basic Education	21.0	19.4	15.8	23.4	18.6	21.0	22.1	20.0
No. of Student Course Enrolments								
University	1052	840	1310	1210	1200	1194	5344	6806
Career/Technical	1315	1034	1619	1725	1561	1621	7561	8875
Adult Basic Education	631	450	549	900	632	749	3663	3911
Total	**2998**	**2324**	**3478**	**3835**	**3393**	**3564**	**16568**	**19592**
No. of Students (Head Count)	2434	1941	2852	3098	2841	2912	11315	13051
Non-Credit Courses								
No. of Courses Offered	13	13	13	13	13	13	26	78
Enrolments	823	1102	730	1503	710	461	5396	5329

Student Profile Summary 1986-87

Distribution by College Region

Vancouver Community College	10.6%
Capilano College	5.0%
Kwantlen College	10.4%
Douglas College	7.6%
Fraser Valley College	4.6%
Okanagan College	10.7%
Selkirk College	3.0%
East Kootenay Community College	3.7%
Cariboo College	6.2%
College of New Caledonia	6.3%
Northern Lights College	3.5%
Northwest Community College	4.9%
North Island College	1.8%
Malaspina College	5.2%
Camosun College	12.7%
Other Canadian	3.0%
Out of Country	0.8%

Distribution by Age

Between 11 and 20	9.4%
Between 21 and 30	44.1%
Between 31 and 40	32.6%
Between 41 and 50	10.9%
Between 51 and 60	2.2%
Between 61 and 70	0.6%
71 and Over	0.2%

Distribution by Academic Goal

Bachelor of Arts Degree	6.3%
Bachelor of Science Degree	0.1%
B.A. Administrative Studies	1.5%
B. of Gen. Studies Degree	1.0%
2-Year Diploma	1.1%
1-Year Certificate	20.7%
Grade 12 Completion	6.2%
Grade 10 Completion	2.2%
For Credit Elsewhere	26.0%
General Interest	27.8%
Career Advancement	2.3%
Trades Qualification	2.4%
Unspecified	2.4%

Distribution by Highest Education Achieved

Grade 7	1.8%
Grade 10	11.5%
High School Graduation	35.5%
1-Yr. Coll/Univ. Trans. Prog.	6.5%
2-Yr. Coll/Univ. Trans. Prog.	4.0%
Vocational Program	8.1%
College Career or Tech. Prog.	7.9%
BCIT or equivalent	4.1%
Teacher's Certificate	1.2%
University Bachelor's Degree	7.7%
Incomplete University	7.4%
Unspecified	5.3%

Distribution by Occupation

Student at Secondary School	1.1%
Student at College or Institute	6.0%
Student at University	3.4%
Unpaid Domestic Duties	10.2%
Administrator or Manager	4.8%
Teacher or Lecturer	2.0%
Qualified Scientist or Engineer	0.5%
Technical Worker	4.1%
The Professions and Arts	7.7%
Tradesmen	8.2%
Primary Industry	4.1%
Clerical and Office Staff	13.0%
Communications & Transportation	2.8%
Service Occupations	15.1%
Institutionalized	1.4%
Not Working	9.3%
Unspecified	6.3%

Distribution by Sex

Male	40.0%
Female	60.0%

Distribution by Marital Status

Single	46.2%
Married	48.2%
Unspecified	5.6%

Auditors' Report

To the Board of Open Learning Institute.

We have examined the balance sheet of Open Learning Institute as at March 31, 1987 and the statements of changes in operating fund balance and capital fund balance for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Institute as at March 31, 1987 and the results of its operations for the year then ended in accordance with accounting principles as described in Note 1, applied on a basis consistent with that of the preceding year.

New Westminster, Canada. May 22, 1987.

Pannell Kerr MacGillivray

(Formerly Pannell Kerr Forster) Chartered Accountants

BALANCE SHEET
as at March 31, 1987
Assets

OPERATING FUND	1987	1986
Cash and short term investments	**$1,415,764**	$ 769,614
Accounts receivable	**170,833**	196,580
Special contracts in progress, in excess of funding	**80,992**	39,130
Due from capital fund	**217,809**	318,942
Prepaid expenses	**51,954**	93,385
Inventories		
Bookstore	**521,555**	692,487
Loan and rental equipment	**245,328**	283,191
	2,704,235	2,393,329
CAPITAL FUND		
Cash	**881**	31,598
Accounts receivable	**6,031**	12,601
Furniture, equipment and library	**2,171,130**	1,970,839
Equipment under capital leases	**173,022**	113,583
	2,351,064	2,128,621
	$5,055,299	$4,521,950

Liabilities and Fund Balances

OPERATING FUND		
Accounts payable and accrued liabilities	**$ 606,625**	$ 769,459
Deposits returnable to students	**51,441**	48,000
Deferred revenue	**523,414**	255,194
	1,181,480	1,072,653
Equipment replacement reserve	**70,147**	73,787
Equity in inventories	**672,301**	710,164
Operating fund balance	**780,307**	536,725
	2,704,235	2,393,329
CAPITAL FUND		
Accounts payable and accrued liabilities	**18,328**	12,636
Bank loan payable	**—**	43,000
Due to operating fund	**217,809**	318,942
Obligations under capital leases	**105,884**	82,067
Equity in furniture, equipment and library	**2,002,288**	1,662,187
Capital fund balance	**6,755**	9,789
	2,351,064	2,128,621
	$5,055,299	$4,521,950

R E Hannaford

Approved by _____ Chairman of the Board

_____ Bursar

STATEMENT OF CHANGES IN OPERATING FUND BALANCE
for the year ended March 31, 1987

REVENUES	1987	1986
Annual grant, Province of British Columbia		
Operating	**$7,033,085**	$6,515,824
Supplemental	**2,808**	85,075
Tuition fees	**1,538,201**	1,290,717
Interest	**106,164**	114,266
Ancillary operations, net (Schedule 1)	**208,290**	272,352
International projects	**187,977**	93,474
Other	**50,212**	13,212
	9,126,737	8,384,920
EXPENDITURES (Schedule 2)		
President's Office	**523,944**	519,006
Administration	**4,796,550**	4,311,821
Open University	**1,214,587**	1,147,793
Open College	**1,940,795**	1,680,796
	8,475,876	7,659,416
Allocations		
Capital fund	**42,385**	144,148
Ancillary operations	**70,990**	—
Inventory	**7,958**	44,631
	8,597,209	7,848,195
EXCESS OF REVENUES OVER EXPENDITURES	**529,528**	536,725
OPERATING FUND BALANCE, beginning of year	**536,725**	543,426
Expended on designated projects (Schedule 3)	**(193,292)**	(437,689)
Transfer to capital fund	**(92,654)**	(105,737)
	250,779	—
OPERATING FUND BALANCE, end of year	**$ 780,307**	$ 536,725

STATEMENT OF CHANGES IN CAPITAL FUND BALANCE
for the year ended March 31, 1987

	1987	1986
REVENUES		
Capital grant, Province of British Columbia	$ 37,812	$ 78,522
Allocated from operating fund		
Current year	42,385	144,148
Prior year fund balance	92,654	105,737
Leased equipment	81,980	—
Proceeds from sale of equipment	2,068	18,100
	256,899	346,507
EXPENDITURES		
Capital assets acquired		
Current year revenues	161,439	230,459
Prior year operating fund balance	96,682	102,384
Debt servicing	1,812	522
	259,933	333,365
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(3,034)	13,142
CAPITAL FUND BALANCE, beginning of year	9,789	(3,353)
CAPITAL FUND BALANCE, end of year	$ 6,755	$ 9,789

NOTES TO THE FINANCIAL STATEMENTS
March 31, 1987

1. SIGNIFICANT ACCOUNTING POLICIES

The Institute has adopted fund accounting procedures in accordance with accounting practices generally followed by public educational institutions in British Columbia. Under these procedures, available resources and their related expenditures are recorded in the following separate funds, in accordance with determinations made by the Board and limitations and restrictions imposed by sources outside the Institute.

Operating Fund

— Revenues and expenditures used in the general operation of the Institute.

— Ancillary operations related to the provision of educational services. These are the offering of certain courses for which no formal credit is given, rental of equipment to students, sale of textbooks and other student materials through the bookstore, sale of course material to other institutions, contract programme development, and other education-related projects for which separate funding has been received.

Capital Fund

— Amounts allocated for the acquisition of capital assets.

Fund balances

The Board of the Institute, in accordance with Ministry of Education policy, designates the operating and capital fund balances for expenditure in a subsequent fiscal period.

Inventory

Bookstore inventory is valued at the lower of cost and net realizable value. Inventories of loan and rental equipment are recorded at cost. On disposal, cost and equity are written down and any proceeds credited to equipment replacement reserve.

Furniture, equipment and library

Furniture, equipment, including equipment under capital lease, and library materials are recorded at cost without provision for depreciation. On disposal, cost and equity in capital assets are written down and proceeds taken into the capital fund balance.

Revenue recognition

Tuition fees are included in revenue at the time they are received. Income or loss from projects for which special funding is received is recognized on completion.

(continued)

Course development

All course development costs are charged to expense in the period incurred. Commitments to course writers and consultants for programmes developed beyond the point of cancellation are accrued and included in expenditure.

2. LEASES

a) Minimum lease payments

The Institute has obligations under leases for premises and equipment until 1989 and 1992 respectively. Minimum lease payments during the next five years are as follows:

Year	Premises	Equipment	Total
1988	$270,024	$ 88,003	$358,027
1989	270,024	84,974	354,998
1990	—	39,638	39,638
1991	—	15,167	15,167
1992	—	12,891	12,891
	$540,048	$240,673	$780,721

In addition, under the terms of the lease for the Richmond premises, the Institute is obligated to pay property taxes, utilities and other occupancy costs of approximately $190,000 per year.

b) Obligations under capital leases

Included in the above are leases for equipment under capital lease. Principal repayment requirements over the next five years for obligations under capital leases are as follows:

1988	$32,000
1989	36,000
1990	24,500
1991	6,500
1992	6,500

3. COMPARATIVE FIGURES

Certain of the 1986 comparative figures have been reclassified to conform with the presentation adopted for the current year.

SCHEDULE OF ANCILLARY OPERATIONS
for the year ended March 31, 1987

	Bookstore	Marketing
REVENUE		
Sales	$618,867	$241,458
Special funding	—	—
Tuition fees	—	—
Rental	—	—
Re-stocking charges	6,724	—
Allocated from operating fund	—	—
Total revenue	625,591	241,458
EXPENDITURE		
Cost of sales	544,652	82,182
Salaries	17,875	32,909
Temporary assistance	5,200	1,161
Temporary contracts	—	6,590
Benefits	2,036	3,830
Total salaries	25,111	44,490
Contract services	—	4,440
Travel and conferences	—	335
Advertising	—	8,268
Student materials	—	—
Office expenses	7,155	67
Postage and freight	15,600	—
Telephone	—	—
Materials and supplies	—	33,737
Equipment repairs and maintenance	—	—
Equipment rental	780	—
Purchase rental equipment	—	—
Facility rental and taxes	—	—
Administrative overhead	—	—
	23,535	46,847
Total expenditure	593,298	173,519
EXCESS OF REVENUE OVER EXPENDITURE FOR THE YEAR	$ 32,293	$ 67,939

Schedule 1

Rental Equipment	Special Contracts	Non-credit Courses	Total 1987	Total 1986
$ —	$ 17,369	$ —	$ 877,694	$ 707,434
—	595,965	—	595,965	690,484
—	—	106,422	106,422	154,476
37,350	—	—	37,350	22,913
—	—	—	6,724	7,176
—	70,990	—	70,990	—
37,350	684,324	106,422	1,695,145	1,582,483
—	—	—	626,834	463,698
—	27,919	46,303	125,006	262,143
—	66,922	2,212	75,495	34,721
—	180,919	22,361	209,870	93,545
—	6,256	7,675	19,797	34,890
—	282,016	78,551	430,168	425,299
—	160,647	7,185	172,272	97,415
—	109,111	787	110,233	140,510
—	—	—	8,268	9,428
—	325	2,264	2,589	7,914
—	874	—	8,096	5,092
—	605	8,400	24,605	20,797
—	2,010	8,413	10,423	8,500
—	8,173	2,702	44,612	22,611
—	—	—	—	91
—	4,429	—	5,209	5,516
17,120	1,672	—	18,792	55,654
—	6,732	—	6,732	8,898
—	18,022	—	18,022	38,708
17,120	312,600	29,751	429,853	421,134
17,120	594,616	108,302	1,486,855	1,310,131
$ 20,230	$ 89,708	$ (1,880)	$ 208,290	$ 272,352

SCHEDULE OF EXPENDITURES
for the year ended March 31, 1987

	President's Office	Administration
PERSONNEL		
Salaries		
Excluded staff	$173,197	$ 601,568
Bargaining unit	75,655	1,567,898
Temporary employees	16,150	188,469
Temporary contractors	2,794	(2,742)
Tutorial services	—	—
Invigilation costs	—	35,331
Pension and benefits	28,315	255,271
Recruitment and staff moving	—	7,102
Staff training	107	22,598
Tutor workshops	—	—
	296,218	2,675,495
PREMISES AND EQUIPMENT		
Facility rental and taxes	—	487,496
Insurance, utilities and janitorial	—	52,487
Renovations and alterations	—	21,923
Equipment repairs and maintenance	55	116,403
Equipment rental	952	242,667
Minor equipment	337	8,212
	1,344	929,188
PROGRAMME AND GENERAL		
Telephone tutoring	—	—
Materials and supplies	2,762	209,677
Contract services	11,730	60,594
Course and copyright acquisitions	—	—
Student course materials and publications	—	187,781
Postage	—	337,900
Telephone	4,872	205,717
Library renewals and cataloguing	16,018	—
Travel and conferences	36,684	51,950
Board honoraria and expenses	16,500	—
Institute and board memberships	21,855	1,552
Public information and advertising	115,961	—
Computer services	—	62,601
Office supplies and expenses	—	29,548
Legal and audit	—	44,547
Development and articulation	—	—
	226,382	1,191,867
TOTAL EXPENDITURE	$523,944	$4,796,550

Schedule 2

Open University	Open College	Total 1987	Total 1986
$ 99,508	$ 106,835	$ 981,108	$1,022,581
231,102	375,440	2,250,095	2,095,027
25,893	76,374	306,886	178,703
22,551	16,109	38,712	40,395
550,918	947,474	1,498,392	1,311,101
—	—	35,331	31,652
94,286	158,096	535,968	472,010
—	—	7,102	4,440
418	1,333	24,456	15,440
13,846	22,377	36,223	32,246
1,038,522	1,704,038	5,714,273	5,203,595
—	—	487,496	429,093
—	—	52,487	56,727
—	—	21,923	55,317
—	—	116,458	94,332
520	540	244,679	170,557
337	1,429	10,315	12,115
857	1,969	933,358	818,141
70,467	173,077	243,544	232,098
7,226	7,557	227,222	219,785
1,120	12,455	85,899	59,657
67,549	100	67,649	43,835
1,524	8,097	197,402	117,726
—	—	337,900	257,317
—	54	210,643	209,435
—	—	16,018	14,352
26,521	31,105	146,260	114,319
—	—	16,500	31,104
—	445	23,852	10,990
—	—	115,961	215,308
—	—	62,601	42,948
—	—	29,548	38,497
—	—	44,547	26,489
801	1,898	2,699	3,820
175,208	234,788	1,828,245	1,637,680
$1,214,587	$1,940,795	$8,475,876	$7,659,416

Schedule 3

SCHEDULE OF EXPENDITURES ON DESIGNATED PROJECTS
for the year ended March 31, 1987

	1987	1986
Salaries — bargaining unit	$ —	$ 53,672
Temporary employees	3,000	152,424
Temporary contractors	109,893	35,829
Pension and benefits	—	5,904
Salary expenditures	112,893	247,829
Cost of sales	—	20,957
Contract services	—	108,000
Staff training	—	2,092
Travel and conferences	4,295	—
Public information and advertising	12,663	2,387
Student materials and publishing	7,889	20,152
Office supplies	—	1,173
Materials and supplies	51,176	25,410
Minor equipment	2,053	—
Equipment maintenance	2,323	250
Equipment rental	—	9,439
Other expenditures	80,399	189,860
Total expenditures	$193,292	$437,689